

**Job Description**

The incumbent will be responsible for conducting detailed investigations on Company related incidents/ acts of misconduct and prosecutions in the relevant cases at the domestic tribunals. As well as to collect information on matters detrimental to the Company and liaise with law enforcement agencies on Company related matters.

**Key responsibilities will include:**

- Carrying out investigations into Company related incidents/ acts of misconduct by staff with a view to establish facts and submit reports to Human Resources department.
- Assisting the Human Resources department, with disciplinary matters and conduct prosecutions at the Domestic Tribunals with a view to establish company's position.
- Maintaining and updating all records to have readily available and updated accurate information.
- Collecting information on matters detrimental to the smooth running of the Company.
- Conducting surveillance on staff/ passengers/ visitors in vulnerable areas with a view to present/ detect unauthorized acts.
- Assisting Law enforcement agencies operating within the company or on matters involving SriLankan Airlines.
- Carrying out VVIP security duties.
- Supporting & contributing towards achieving department/ divisional initiatives & priorities.

**Job Information**

Division Name  
Corporate Offices

Date Opened  
07/10/2025

Application Closing Date  
17/10/2025

Job Type  
Full time

Industry  
Airline - Aviation

City  
Katunayake

Province  
Western

Country  
Sri Lanka

Postal Code  
11450

### Requirements

- 6 passes at GCE Ordinary Level (O/L s) with 4 credits in one sitting with a credit for English and 2 passes at GCE Advance Level (A/Ls) with 5 years experience in Police in the rank of Inspectorate.

**OR**

- 6 passes at Ordinary Level (O/L s) with 4 credits in one sitting with a credit for English and 02 passes at GCE Advance Level (A/Ls) with 3 years experience in corporate sector in a relevant discipline with experience in Police in the rank of Inspectorate.

The upper age limit is 45 years as of 17th October 2025 which is the closing date.

Be a Sri Lankan Citizen.

Employment will be offered on fixed term contract.

Influencing will be a reflection of unsuitability.

We are an equal opportunity Organization.

Please note that we will correspond with you within a month of closing the advertisement in the event your application is shortlisted for consideration.